



## **Pilning & Severn Beach Parish Council Meeting held on Monday 2<sup>nd</sup> November 2020 Virtual Meeting via Zoom 7pm**

**COUNCILLORS** : Alderman P Tyzack (PT) (Chairman); Mrs S Binns (SCB); Mr K Weeks (KW); Mr M Pruettt (MP); Mrs O Taylor (OT); Mr I Roberts (IR): Mrs Carol Woodhouse (CW) Mrs Heather Rickards (HR) Mr Jonathan Edwardes Parish Clerk (JE) a member of the public and Cllr Robert Griffin (RG)

**DEATHS:** The meeting held a silence in remembrance of those who had recently died.  
Kathleen Heath formerly of Severn Beach  
Tony Briddon of Severn Beach  
James Amos of New Passage  
Andrew Wall of Severn Beach

### **2020-11-1 Apologies for absence**

Apologies for absence were received from Jacqs Graham (JG) and Alex Smith (AS)

### **2020-11-2.1 Election of Vice-Chairman**

Although it is desirable to have a Vice-Chairman there is no legal requirement. PT suggested that as he has two former chairmen serving as councillors he feels they could act as deputies as required.

### **Resolved to leave until May 2021**

### **2020-11-3 Declarations of Interest**

One technical declaration PT explained that his daughter now works part time in admin for SevernNet

### **2020-11-4 Minutes of the previous Parish Council Meeting**

### **VOTE Proposed PT and seconded SCB approved unanimously**

### **2020-11-5 Matters arising**

Footpath Maps Further update from PT he has now assembled a wallet for each of the footpaths the parish council want to claim for the definitive map. With the new lockdown just about to start it is not the time to be going round asking for signatures, this activity will be postponed until such time as it can be done. Three of the paths could be secured by a declaration from the landowner. PT is writing to each one to ask if they agree. The path linking Pilning Playing Field and Bank Road may still be in railway ownership and a check with Land registry will be needed to clarify that.

### **Action PT & JE**

Sport and Wellbeing Both schools have been contacted, no replies yet.

### **Action JE to keep communicating with the schools**

Fire at Avonmouth Dock the Clerk circulated the detailed explanation from Avon & Somerset Police  
Sea wall interpretation boards PT thanked MP for the photographs of the display at Black Rock. It was mentioned that until the sea wall works are undertaken it would make sense to defer this item.

SCB has written to the resident that suggested it saying that there is a lot of interest with the Parish Council and the History Group and the item will be considered further in due course.

### **Defer until January 2021**

Defibrillator Funding At the last meeting HR had offered to find out from Almondsbury Charity whether the grant had been made. As Almondsbury Charity have not received an invoice from the Defibrillator supplier they are unable to release the funds. Currently the parish council have paid the full amount and are expecting to be reimbursed.

### **Resolved JE to contact Becky Griffin regarding the issue**

#### **Action JE**

Pump track the Clerk has had a couple of replies from interested parties with experience of pump tracks. MP agreed that there are talented people who will be ideal to help with the project. PT suggested that the next stage would be to identify a site for the pump track. MP came up with some ideas for the location of a pump track and PT said that a proper assessment is required of each site and their merits or not as the case may be.

MP had been on a fact-finding trip to the BMX and pump track at Lawrence Weston and suggested that councillors go and see it for themselves. MP also noted that a company called Access Sport was involved with events at the track, he is happy to get into conversation with them.

OT reported back on the public questionnaire, please see Appendix C

### **Action MP to produce a full list of the sites being considered**

Low level noise pollution MP and JE are yet to write the letter as stated in the October minutes, however Suez is under a ninety-day abatement order. MP has been in contact with Florence Fisher at South Gloucestershire Council regarding the latest email. What she said was South Gloucestershire Council are the lead on the Suez problem and that the Environment Agency have become aware of it and are also able to act. The Environment Agency are now working with South Gloucestershire Council to tackle the issue. MP reported that there is a 24/7 Environment Agency helpline. IR suggested that the telephone helpline number goes into In View.

Consider joining the Environmental Law Foundation (ELF) This has taken place however the fee quoted had changed to £100 as ELF had introduced a membership category for Parish Council.

Severn Beach Centenary the clerk has contacted the organisers of the Severn Vale Festival and Pilning and Severn Beach Local History Group and both are willing to be involved, it will be good to look forward to something post Covid-19 pandemic. PT saw a member of the Local History group and they are already thinking about a booklet for the anniversary,

Ableton Court our complaint over the change of use has made it to the Enforcement Weekly List  
Call for sites submitted by the due date.

### **2020-11-6 Correspondence**

Heritage partnership invitation to their online meeting, JG has already signed up for this PT encouraged other councillors to take part as well.

### **Action JE to recirculate the details to councillors**

Damage to Wainbridge, South Gloucestershire Council have repaired this. See the agenda item.

Highways issue regarding the cycling contraflow in Severn Beach, PT asked if any of the councillors had come across this plan before. MP had seen a drawing regarding this a long time ago. With both Sustrans and South Gloucestershire Council saying they have no money for schemes, it is not likely to happen soon. As there are so many suggestions in the frame now PT suggested that a letter is sent

to the various parties involved to get some clarity on the schemes that are being progressed. This will enable the parish council to have a proper discussion with the council on the matter.

**Resolved to write to South Gloucestershire Council and Sustrans regarding the schemes  
Action JE**

Sea wall padlocks missing JE stated this is in the hands of South Gloucestershire Council as they are their padlocks, they are now aware of the issue.

**2020-11-7 Accounts for Payment**

See appendix B

ALCA JE pointed out that the payment for £120 had come in since appendix B had been sent to councillors

Clerk Training requested £40 to attend the online ALCA Clerks training and that he wants to get the CiLCA training underway soon.

SCB requested that the budget sheet is sent round to councillors

**Action JE to send round the current budget total sheet**

SCB noted that she had been missed off the Election of Officers List

**Amend and resend the Officers Sheet Action JE**

**Accounts for payment were approved by all**

**Action JE**

**2020-11-8 Public Participation**

Sustrans contraflow A resident gave his view about the Sustrans contraflow path on Station Road in Severn Beach. The scheme (which has been around for a while) will see the loss of more car parking spaces and he thought this was a bad idea. PT had said that the parish council wanted to see that part of Station Road become two way anyway and that would negate the need for the cycle path.

Sea wall signage In response to what was mentioned at the last parish council meeting the resident had confirmed that there is only a small amount of information at New Passage regarding the Severn Tunnel and none at the site where it goes under the sea wall. SCB pointed out that this had come up in matter arising.

**2020-11-9 AGENDA ITEMS**

**2020-11-9.1 Decide a response to the mud on the A403 at Ableton Lane (Orchard Pools)**

MP noted that everyone has probably seen how bad the mud has been at the junction of Ableton Lane and the A403. He had suggested to JE previously that a letter should be sent to put on record the parish council's complaint about the state of the roads. KW said that they needed a wheel wash on site, apparently there is one, but it is not either working or being used, as it lengthens the turnround time for the lorries.

PT asked RG to chase South Gloucestershire Council Highways on behalf of the parish council regarding the mud on the road.

RG said that he already had, when he did his second inspection (before the heavy rain) there had been a noticeable improvement in the state of the road from Thursday (29/10) onwards. KW replied that it was back to being bad again this evening (Monday 02/11)

IR also noted that the traffic cameras on the A403 at Redwick have been turned off and witnesses have seen vehicles particularly the lorries going to and from Orchard Pools site jumping the lights. Request that these are turned back on.

**Resolved to send a letter to Mark King at South Gloucestershire Council Highways cc RG  
Action JE**

**2020-11-9.2 Review and decide the next course of action on Localism charges**

PT's idea was that the parish council are paying South Gloucestershire Council to come all the way over from Yate to cut the grass and would it be cheaper to employ a contractor ourselves. The council discussed the figures involved and felt that there would be little or no cost benefit in doing this and to continue with South Gloucestershire Council cutting the grass. KW suggested that the idea is dropped.

**Resolved to stop this item**

**2020-11-9.3 Decide a response to the Climate Emergency Survey from ALCA**

PT suggests two councillors go away and report back

**Resolved MP and OT volunteered to look at this – results to JE**

**Action MP, OT & JE**

**2020-11-9.4 Decide what action can be taken over the damage and rubbish by the  
Wainbridge**

This was also mentioned in correspondence, there is a second part to the issue and that is the rubbish piling up on the steps down to the rhine. PT explained that South Gloucestershire Council have the key to the padlock.

**Resolved to ask South Gloucestershire Council to clear the rubbish from the access to the  
rhine**

**Action JE**

**2020-11-9.5 Decide on a response to the Greener Places Consultation**

PT suggests two councillors go away and report back

**Resolved CW and HR volunteered to look at this – results to JE**

**2020-11-9.6 Review and decide what can be included in the 2021/2022 Action plan**

Northwick Tower KW asked when the decision was taken not to put Northwick Tower up for sale. He said that in the last action plan had that it was to be put up for tender after parish consultation at the May Annual Parish Meeting. This meeting did not take place because of Covid-19. The current action plan has that the parish council will repair the tower instead. PT remembers discussions about it, HR also noted that the council had not decided since the prospective buyer pulled out. IR said that at the October meeting JE came up with the fact that whether the parish council are permitted to sell it and this needs to be clarified first. JE said he will ask the ALCA solicitor to review the documentation and get a definitive answer to whether the tower can be sold or not.

**Resolved to ask the ALCA solicitor to review the documentation and report back**

**Action JE**

Odd jobs and General maintenance PT had looked at this and thought the role would be better described as General maintenance as Odd jobs seemed demeaning for the work undertaken.

**Resolved to change Odd job to General maintenance**

**Action JE**

Litter pickers and other volunteers PT noted that if we know of anyone going out to litter pick or do other voluntary work for the council they should be covered by the parish council insurance. PT asked JE to check if this is the case with our insurers.

**Resolved to check the insurance documentation for volunteer cover**

**Action JE**

Appendix to the Action Plan PT suggested that our aspirations / ideas for the future could be added as an appendix to the Action Plan.

**Resolved to add the aspirations / ideas to the action plan**

**Action JE**

Neighbourhood plan should be included in the action plan under policies and procedures

**Action JE**

**Action plan to go onto the December agenda**

**Action JE**

### **2020-11-9.7 Decide on a course of action to improve GDPR compliance**

JE explained that this is something that should have been in place when the GDPR legislation came in. Currently councillors are using personal email addresses for council work and this from a GDPR point of view must be brought to a swift conclusion. Councillors will be given gov.uk email addresses to use instead. JE asked the councillors to consider that the parish council data should be contained within its own bubble. Giving the example of a Freedom of Information request, if a councillor had sent information on their personal email that was relevant to an inquiry it would be much more difficult for the Clerk to be able to fully answer the FOI. JE had been recommended to investigate Office 365 as a solution, other councils have found it does the job not only with emails but being able to provide secure cloud based storage for electronic data, which all the councillors will be able to access rather than just on the Clerks own laptop.

The cost of Office 365 is as follows Basic 3.80 per month (does not do everything we need £45.60 annual)

Standard 9.40 per month (no extra security £112.80 annual) Premium 15.10 per month (added security annual £181.20)

**Resolved to get the Digital frontage working group to look further into the matter and report back**

**Action JE MP & OT**

**To be added to the agenda of the December meeting**

**Action JE**

Email list PT mentioned about having a parish email list, JE stated this will only work if you have a person's permission first before any mail shots are produced. We would probably need a separate system to do this such as Mailchimp.

### **2020-11-10 The Neighbourhood Plan**

Plan Document PT thanked JE for what he has already circulated in the framework document, PT has been looking at the Charfield Neighbourhood plan and suggested to councillors that they go and have a look at that themselves. He had also looked at the Oldbury on Severn Neighbourhood plan and thought that this would not be suitable as a template for our requirements.

Volunteers PT also said we will need to get more people in to help with the project and suggested that he write a note to each of our former councillors, there are nineteen living in the parish. Added

to this a former clerk and a headteacher making a total of twenty-one potentially useful helpers. The request that went into the November edition of In View has brought one volunteer forward so far. The question came up as to how to contact further volunteers, with mail shots and Christmas cards being discussed. JE had to point out that both schemes could either fall foul of GDPR or council permitted funding.

Designation of the parish boundary PT explained that the parish council needs to formally agree to write to South Gloucestershire Council to identify the neighbourhood relevant to this plan.

**Resolved to send a letter to Danny Dixon at South Gloucestershire Council re the Neighbourhood Plan boundary.**

**Action JE**

## **Updates**

### **2020-11-11.1 Village Halls**

#### **2020-11-11.1.1 Severn Beach Village Hall**

JE had an email 28<sup>th</sup> October from Sam Croft stating they have an emergency with Severn Beach Village Hall roof, they have noticed a leak which needs to be dealt with as soon as possible. As it is an emergency, they have asked a local tradesperson to go ahead and sort the problem. Sam is asking if the Parish council could please cover the costs of the roof repairs.

Due to covid-19 they are currently making a loss each month, the grant they received from South Glos is covering this loss but if things continue it will not last long, so they do not want to use this grant to cover the repair work.

Concern was raised that the damage may have been caused by unauthorised access to the hall roof and that further measures to stop this should be taken by the hall management. The parish council also would like the hall management to explore if there is any insurance that can be claimed for this repair. IR noted that care needs to be taken as making a claim may be more expensive in the long term than just undertaking the repair.

**JE to contact Sam Croft regarding the above**

**Action JE**

#### **2020-11-11.1.2 Pilning Village Hall**

IR reported that the management committee met last week and was pleased to say that the nursery was back at the Village Hall, two other users were looking to come back to the hall but with the 2<sup>nd</sup> lockdown that will not now happen. Pilning Village Hall as with Severn Beach Village Hall are losing money and maintenance still needs to be done. Pilning Village Hall also has a problem with its roof over the committee room, kitchen and gent's toilet ceilings. IR will be going to inspect this issue soon, he also stated that where you have a flat roof you are always likely to have problems and creating a pitched roof, although initially more expensive would last much longer.

#### **2020-11-11.1.3 Pilning Playing Field**

General HR and SCB walked round the playing field yesterday (01/11) and reported that the grass has been cut and rubbish taken away.

Damaged goal post The goal post (Tennis Court side) has been uprooted and the crossbar has been bent. The grass cutters are now cutting round it. IR stated that Pilning Village Hall no longer has changing room facilities for hosting football matches and that there has been little interest in any

teams using the field. If people want to have a kick about there is the other set of goal posts (at the Village Hall side) which are still fine.

Therefore, the proposal is to ask Shaun Blackburn to cut up and take away the broken goal post.

**Vote Proposed PT and seconded CW unanimous**

**Action JE to contact Shaun Blackburn to dispose of the damaged goalpost**

Basketball hoops SCB asked that at a previous meeting a councillor was going to look at fixing the backboards on the basketball hoops. IR said that he was going to do this.

**Action IR**

### **General policy for allotments**

As mentioned in 2020-10-11.2.2 at the October meeting JE wanted to know if there was a policy restricting allotment to residents of the parish. JE is still getting enquires from outside the parish the most recent from Almondsbury and Easter Compton. Looking at what other parishes do there are two courses of action

1) to prohibit any new tenants from outside the parish

2) have two rates of allotment fees for parishioners and non-parishioners.

Proposal from PT is to have a parish rate for tenants within the boarder of the parish. A non-parish rate (double fees) that can extend up to three miles beyond the parish boundary. That no more than twenty five percent of the total allotment estate (fourteen plots) will be leased to non-parishioners

**Vote Proposed PT and carried unanimously**

**Action JE to change the information on the website**

### **2020-11-11.2.1 Severn Beach Allotments**

There will soon be four plots available with tenants giving them up.

### **2020-11-11.2.2 Pilning Allotments**

SCB said that considering the time of year they are all tidy and being worked

### **2020-11-11.3.1 Pilning Cemetery**

Railings The information has been put into In View, with responses being considered at the December meeting

General The cemetery is looking tidy with the grass cut

Fencing around "the dump" SCB reported that the fencing to the dump has been left open and soil/debris has spilled out.

**Resolved to get Tim Dark to look at it and advise what can be done with it.**

**Action JE**

Cemetery black bin appears to be missing, JE said he will check if it has ended up in St Peter's churchyard

**Action JE**

Decoration policy SCB said that the alterations JG had made to the policy the Cemetery Clerk thought were fine. PT had another amendment he wanted considering adding. "Pilning and Severn Beach Parish Council as the Burial authority" would make that a bit more formal and this was accepted. SCB went on to explain that there appears to be a growing amount of grave decoration and that clearing it sensitively will take a long time, probably starting with the most dangerous things first. PT questioned the list on page two and whether it would be better not to list individual items as they

could identify specific graves. Note, relatives will have already signed to say they agree to the policy of having only one item on a grave. SCB will redraft it further

#### **Action SCB**

**Vote to delegate the power to SCB to complete the amendments and implement PT proposed and carried unanimously**

#### **Action SCB and JE**

Interments IR noted that some of the interments in the new cemetery are settling and need filling. SCB said they are aware of this and it will be done in the spring.

South Eastern Boundary Hedge JE stated that Tim Roper had quoted for the work PT and SCB consulted and it was agreed to let the work to him for £520. Work should start this week (02/11/2020)

#### **2020-11-11.3.2 Northwick Cemetery**

SCB reported that the last time she inspected the cemetery it was looking tidy, except the fencing round the tower.

#### **2020-11-11.3.3 Northwick Tower update**

JE pleased to report that we have reached the second stage application for The Pilgrim Trust in securing a grant for Northwick Tower.

OT has been talking to Northwick residents and the tower came up, the residents were wondering if any of the local businesses could be approached for funding.

**Resolved for JE to keep going with the task of getting grant aid Action JE**

#### **2020-11-11.4.1 Pilning Station**

General OT reported that Pilning station continues to operate with its two services a week.

Train Failed to Stop The second train on (17/10) failed to stop, leaving two passengers on the platform. The help point was used but the passengers found it "no help and pointless" A taxi was arranged via Twitter and contact with NR and GWR controls to get them rescued. Train running data needs to be amended to show the train failed to stop allowing the passengers to get a refund.

Severn Beach station Whilst on about stations MP reported that British Transport Police attended Severn Beach station after report of vandalism to the shelter. The BTP were impressed with the quality of the CCTV images and therefore the vandals have been identified and actions are ongoing with this matter. IR also noted that Avon and Somerset Police also gave a presence to meet trains at a similar time for reassurance.

#### **2020-11-12 Communication**

##### **2020-11-12.1 In View**

OT gave a review of what will be appearing in the December edition of the magazine.

##### **2020-11-12.2 Alterations to the website platform**

JE thanked the councillors for the feedback on the tidy up of the councillor page

Item deferred to a later meeting

**Resolved to defer to December meeting Action JE**

#### **2020-11-13 Reports from external meetings**

SevernNet PT has been to a virtual meeting and will share the output from that to councillors

## **2020-11-13.1 Update from Councillors on "Report it" reference numbers**

Nothing to report at the moment

## **2020-11-14 Planning**

P20/15217/TRE Shellarne 101 Beach Road Severn Beach South Gloucestershire BS35 4PQ Works to 1no. Oak Tree to crown reduce by 2-3 metres and crown lift to 3 metres covered by Tree Preservation Order TPO 415 dated 15/11/1989 Approve with Conditions.

P20/09524/F Unit 1 Central Park Goldcrest Way Severn Beach South Gloucestershire Installation of a heat treatment kiln. Approve with Conditions.

P20/18244/PNA Rookery Farm Rookery Lane Pilning South Gloucestershire BS35 4JN Prior notification of the intention to erect 1 no. agricultural building for the storage of farm machinery. (Re submission of P20/09588/PNA) Prior Approval Granted with Conditions

P20/11257/F 115 Beach Road Severn Beach South Gloucestershire BS35 4PQ Part change of use of retail area (Class A1) and erection of first floor rear extension to facilitate creation of 1no. dwelling. Approve with Conditions.

P20/17914/F 20 Prospect Road Severn Beach South Gloucestershire BS35 4QB Erection of a two storey side extension to form additional living accommodation. Approve with Conditions.

111 Marsh Common Road PT explained that this property has changed out of all recognition from the cottage that was there. The whole of the paddock has now been incorporated into their curtilage, gained by appeal. The two outbuildings currently used as garages are big enough to be converted to bungalows if they were so minded. It has been suggested that significant landscaping is provided as it is in the green belt, PT has requested some decent landscape planting.

P20/21006/F PT suggested that JE refers to the original appeal and the specific wording for the granting if the application for this site. IR to supply the relevant information.

**Action IR, JE**

## **2020-11-15 Items to add to future agendas**

Items from previous agendas

1. The installation of electric car charging points at both village halls (solar panels) (PT)
2. Community Land Trust (PT)
3. Transport developments (OT)
4. Homeless policy (MP)
5. Speeding on the A403 (IR – OT)

New items

6. Sea wall info panel ref Severn railway tunnel (SCB / MP)
7. Severn Beach Centenary (JE)
8. Hybrid Meetings (PT)
9. Village gateway signs (MP)
10. Councillor training (JE)
11. Clerk training (JE)
12. Traffic Camera at Redwick Junction (IR)

Note No. 2 Community land trust PT requested this goes on the next agenda and invite Rose Seagrief to join the meeting.

**Action JE, PT**

## **2020-11-16 Report from S. Glos Council**

RG explained that there was nothing else to report other than South Gloucestershire Council will be rolling out the same lockdown plan as they had in the spring and summer. PT requested this is forwarded to the parish council. RG said this was not available until after Parliament had voted on the bill to bring the restrictions in. PT requested RG to circulate the information after the legislation had been passed.

### **Action RG**

### **Date of Next Meeting List of Proposed Parish Council Full Meeting Dates in 2021**

4<sup>th</sup> January 2021, Monday  
1<sup>st</sup> February 2021, Monday  
1<sup>st</sup> March 2021, Monday  
6<sup>th</sup> April 2021, Tuesday  
4<sup>th</sup> May 2021, Tuesday  
7<sup>th</sup> June 2021, Monday  
5<sup>th</sup> July 2021, Monday  
6<sup>th</sup> September 2021, Monday  
4<sup>th</sup> October 2021, Monday  
1<sup>st</sup> November 2021, Monday  
6<sup>th</sup> December 2021, Monday

Date for the Neighbourhood Plan working group meeting 14<sup>th</sup> December 7pm

Date for Finance Meeting 11<sup>th</sup> January 2021

The date of the next Parish Council meeting will be on Monday 7<sup>th</sup> December using Zoom. There being no other business the meeting was closed at 21:34.

## APPENDIX A – CORRESPONDENCE

Date	Type	Detail	Action
29/09/2020	Email	First COVID-19 Community Testing Unit to Open in South Gloucestershire at UWE	Circulated
30/09/2020	Email	Avonmouth ERF roadwork update	Circulated
01/10/2020	Email	PT.6307 - South Gloucestershire Council (Diversion of Public Bridleway	Circulated
01/10/2020	Email	SCAF: Planning Watch - 1 October 2020	Circulated
02/10/2020	Email	Freedom of Information request - Air Conditioning Inspection Report	JE replied
02/10/2020	Email	SUEZ Nuisance	Circulated
06/10/2020	Email	Thornbury Gazette Coverage	Circulated
06/10/2020	Email	Agenda for Development Management Committee, Thursday, 15th October, 2020	Circulated
09/10/2020	Email	Invitation to South Gloucestershire Heritage Partnership Meeting 30th November 2020	Circulated
09/10/2020	Email	Donation to SARA	JE replied
09/10/2020	Email	Donation to St Peter's Hospice	JE replied
12/10/2020	Email	Agenda for Development Management Committee, Thursday, 15th October, 2020	Circulated
12/10/2020	Email	Complaint from a resident regarding damage to Wainbridge	Agenda
12/10/2020	Email	ALCA AGM	Circulated
12/10/2020	Email	Cemetery Fencing Quote	Circulated
12/10/2020	Email	Parish Council Membership Environmental Law Foundation	JE replied
12/10/2020	Email	Offer of assistance with the Pump Track	JE replied and circulated
13/10/2020	Email	Complaint regarding behaviour at Severn Beach allotments	JE replied
13/10/2020	Email	Notification of Public Consultation: Annual Council Budget 2021/22	Circulated
14/10/2020	Email	Advice for people living in shared properties	Circulated
14/10/2020	Email	Highways Issues in Pilning and Severn Beach	Circulated
14/10/2020	Email	Fire at Avonmouth Dock 5th October 2020	JE replied
14/10/2020	Email	Kirona 264477 Request for detail on localism	Circulated
14/10/2020	Email	Notice to terminate contract 113006734 (Photocopier)	JE replied
15/10/2020	Email	Climate Emergency work	Agenda
15/10/2020	Email	Pilning / Severn Beach pump track	JE replied
16/10/2020	FB message	Complaint regarding the bent goal posts at Pilning Playing Field	JE replied
16/10/2020	Email	Clerks Training 2020/21	JE replied
16/10/2020	Email	Station Road Bollards - Pad Lock Missing	JE replied

17/10/2020	Email	Pilning Station this morning	JE replied
19/10/2020	Email	Notification of the death of a parishioner	JE replied
19/10/2020	Email	Notification of Greener Places engagement exercise	Circulated
21/10/2020	Email	Action plan for 2020/20201	Circulated
23/10/2020	FB message	Complaint of fly tipping in Severn Beach	JE replied
23/10/2020	Email	Avonmouth RRC November CLG invitation	Circulated
23/10/2020	Email	Gipsy Patch Lane bridge replacement	Circulated
23/10/2020	Email	Complaint acknowledgement letter for COM/20/0806/COU	Circulated
26/10/2020	Email	Inadequate Service at Pilning Station Again - Action Required	Circulated
27/10/2020	Email	Enforcement Weekly List	Circulated
27/10/2020	Email	Sevenside Sirens complaint response from A&S Police	Circulated

Draft minutes

**APPENDIX B – ACCOUNTS FOR PAYMENT**

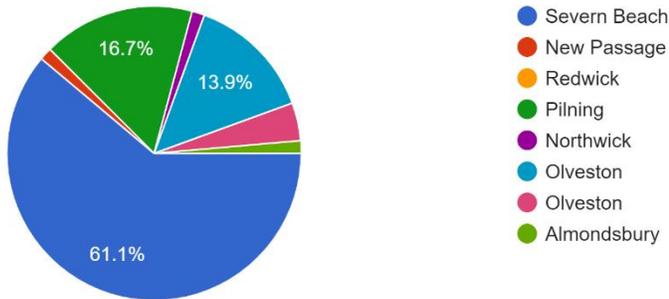
<b>DATE</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>	<b>NET VAT</b>	<b>RECLAIMABLE VAT</b>	<b>TOTAL</b>
01/10/2020	WATER2BUSINESS	Severn Beach allotments	£ 73.40	£ -	£ 73.40
05/10/2020	PS COLLINS	Severn Beach Toilet	£ 33.33	£ -	£ 33.33
05/10/2020	ELM TREE GARDEN	Grounds Maintenance	£ 463.60	£ 92.72	£ 556.32
06/10/2020	LPC TRULL	Orchard Pools work	£ 390.00	£ 78.00	£ 468.00
14/10/2020	GRENKELEASING	Photocopier	£ 154.87	£ 30.97	£ 185.84
16/10/2020	SEVERN BEACH LIBRARY	Donation for PPE	£ 30.00	£ -	£ 30.00
17/10/2020	BT	Telephone / Broadband	£ 112.65	£ 22.53	£ 315.18
20/10/2020	NOW PENSIONS	Pension contribution	£ 82.58	£ -	£ 82.58
20/10/2020	ST PETER'S HOSPICE	Donation	£ 150.00		£ 150.00
21/10/2020	ALCA	Councillor Training	£ 120.00	£ -	£ 120.00
26/10/2020	MOTION PRINT	Public right of way forms	£ 30.00	£ 6.00	£ 36.00
28/10/2020	SEVERN BEACH VILLAGE HALL	Grant for internet access	£ 302.28	£ -	£ 302.28
03/11/2020	MR J EDWARDES	Wages / Office	£ 987.35	£ -	£ 987.35
03/11/2020	MRS O MCINTOSH	Wages	£ 24.00	£ -	£ 24.00
03/11/2020	MR T DARK	Odd Jobs	£ 112.00	£ -	£ 112.00
		<b>TOTAL</b>	<b>£ 2,495.73</b>	<b>£ 137.50</b>	<b>£ 2,813.23</b>

# APPENDIX C PUMP TRACK QUESTIONNAIRE

## Pilning & Severn Beach BMX Track Questionnaire

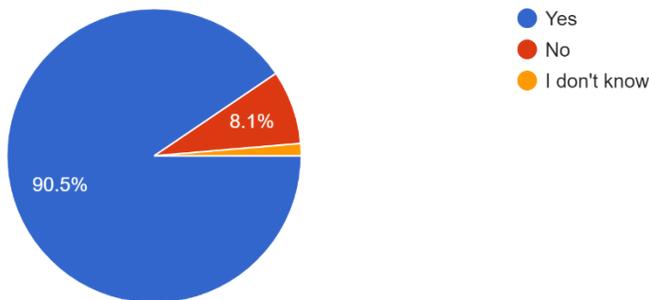
What part of the parish do you live in?

72 responses



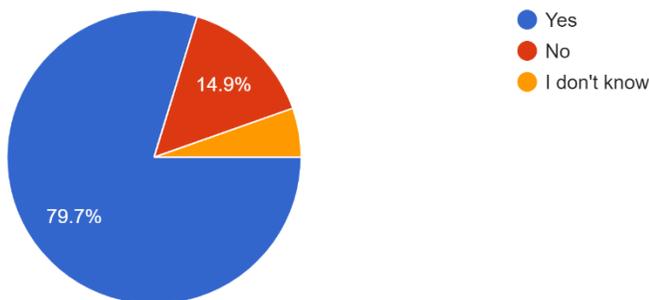
Do you think local residents would benefit from a free community sports facility such as the proposed pump track?

74 responses



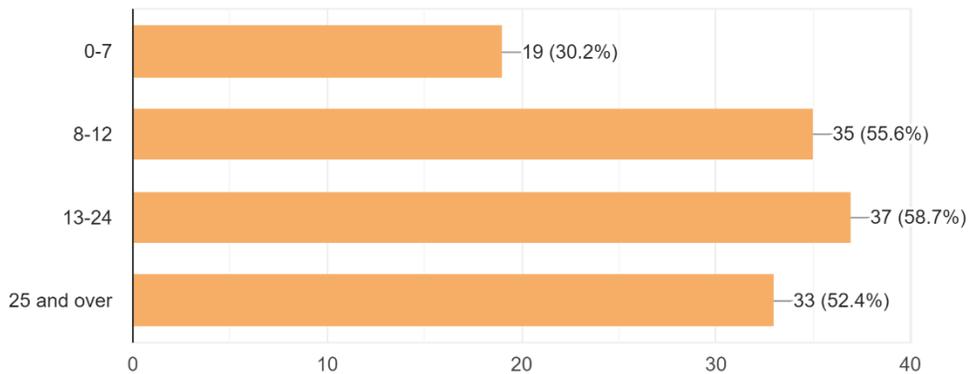
If there were a pump track in our parish, would anyone in your household use it?

74 responses



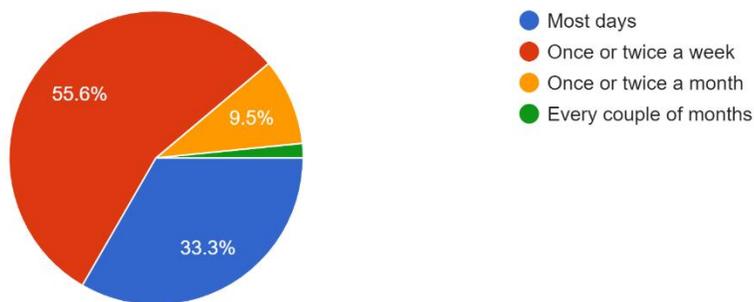
Of those in your household who would use the track, which age category do they fall into? (Select all that apply)

63 responses



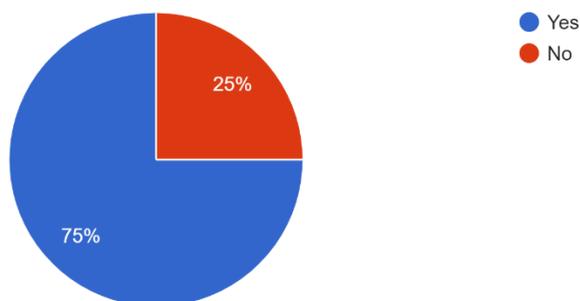
How often do you think they would use it?

63 responses



Would anyone in your household be interested in either age-appropriate pump track coaching sessions to improve their skills, or clubs for social reasons?

72 responses



Note the responses shown below are as they were written

<p><b>If you or anyone in your household has recently visited and enjoyed using a pump track please tell us the name of the facility, where it was located, and what you particularly liked (or disliked) about it.</b></p>
Cumberland Basin, FoD, Lawrence Weston and Patchway.
Patchway
We used the bmx ramps at Easter compton a month ago and enjoyed it. My kids loved it
Patchway
Wotton under edge
Patchway
Bradley stoke
Bristol BMX Club Patchway love it
Thornbury
Patchway. Eastercompton. Filton
One under Cumberland basin was good just quite small.
Leckhampton, hartcliffe, Brunel the velosolutions track in hartcliffe is amazing! It's suitable for bikes and scooters.
Hartcliffe
Brunel way tarmac pumptrack I'm Bristol, great facility for all ages and abilities
Brunel pump track bristol highly recommended borrows field pump track Cheltenham
Velosolutions track hartcliffe and fishponds
Bristol BMX
Patchway
Open track which is not maintained by the council so can be dangerous
Brunel pump track it was easy access and many people could come and go.
Brunel, Cumberland Basin, Bristol. +Small, flowey tarmac track
- location
patchway
Not any local
Forest of Dean trails, great range there but it's not accessible to a lot of younger people who would benefit from a small track to get them out and onto bikes. I would prefer to see a dirt based pump track rather than tarmac, a clay and soil mix track would be good with BMX riders and mountain bikers giving more variety and a wider range of accessibility. This is an opportunity to build a gateway for people of all ranges into what is a rapidly growing sport.
Highfields pump track. Like how there are more than 1 track/ routes so kids/ beginners can use an easier one and then more confident riders can use the difficult one.

<b>If you have any other comments or suggestions please write them below.</b>
Please don't make it to intimidating. We don't want to see a RedBull rampage track ;-) This will be a great focal point for the younger generations. Looking forward to a positive response.
Young people need more facilities in the villages, encourages outdoor activity as opposed to gaming at home.
Lessons would be a great idea too
another noisy suggestion for entertaining young people at the expense of peace and quite for older people. Is the proposed site next to a parish councillors home? I bet its not.....
This is the best idea for our children. Excellent
Great idea and will draw lots of visitors. Needs a fish and chip van or similar though! Insert smiley face emoji here!
Let's get kids off screens and outside
We need one in olveston
Needs to be tarmacked and also has to be something for everyone
Flood lit for work yet use would be useful
It would be fit young children and older men and women letting them get outdoors trying new things not needing a really expensive bike etc. Last time I went to a pump track I saw little children on scooters and older people on road bikes having a short go.
Would be great addition to a rural parish for all wheeled users (any bikes, blades, skates, scooters, skate boards, push chairs, buggy's,) good luck
Think Severn beach has no facilities for children teenagers This would be a great asset for the community and children
It might be good to have a little skate park area with the pump track to the side of it. Everyone is then catered for and more room for everyone

***Prepared by Olga Taylor  
5 November 2020***